



Millcreek
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Millcreek, Utah 84106
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millcreekUT.gov

SUPPLEMENTARY SIGN CHECKLIST

Chapter 19.82 of the Millcreek Code

NAME:	DATE:	
PARCEL IDENTIFICATION NUMBER OF WHERE SIGN IS LOCATED:		
PROPERTY ADDRESS:		
GENERAL		
<p>When a land use application on a parcel of ground is submitted to the City, the application it shall be accompanied by a complete comprehensive sign plan showing the location and sign type of all existing or proposed signs on the parcel of ground. A comprehensive sign plan shall also include conceptual renderings of each sign. (Chapter 19.82.060 MKZ)</p>		
<p style="text-align: center;"><u>A SITE PLAN IDENTIFYING THE FOLLOWING REQUIREMENTS MUST BE SUBMITTED:</u></p> <p>Note of scale used, Direction of North point, Lot lines, together with adjacent streets, roads and rights-of-way, Location of all existing structures on subject property and adjoining properties, Location of the proposed construction and improvements, including the location of all signs, motor vehicle access, including individual parking stalls, circulation patterns, curb, gutter, and sidewalk location, name, address and telephone number of builder and owner; The zone and other restrictions on the property, orientation and elevation of sign, notes describing materials, height of sign measured from original ground surface, all dimensions of sign, including but not limited to channel lettering, frame, length and width. <u>Other information determined to be necessary so the city can perform a constructed review of the application.</u></p>		
	<u>Applicant</u> Yes (Y) No (N) or N/A	<u>Staff</u> Complete (C) or Incomplete (I)
Has a comprehensive sign plan been completed and included in plans? (Chapter 19.82.060 MKZ)		
Is the type(s) of sign being proposed per Millcreek definition included in plans ? (Chapter 19.82.060 MKZ) <u>Name type of sign:</u>		
Is the maximum height of the proposed sign measured from grade included in plans? (Chapter 19.82.060 MKZ)		
Are elevation views of the building showing location, size, and height of wall mounted and awning signs included?		
If sign is a "wall sign", are the attachment details included?		
Are structural calculations included?		
Does the proposed sign create visibility issues and clearview concerns? (Chapter 19.82.110 MKZ)		
Is the proposed sign in the public right-of-way? (Chapter 19.82.120 MKZ)		
Is the proposed sign illuminated? (Chapter 19.82.130 MKZ)		

Is the proposed sign an Electronic Message Center? <i>(Chapter 19.82.135 MKZ)</i>		
If illuminated or powered, is there an electrical diagram included in plans?		
Are the dimensions of the proposed sign included in the plans? <i>(Chapter 19.02.080 MKZ)</i>		
Is the zone of the proposed sign located in identified in plans? <i>(Chapter 19.02.080)</i> <u>What zone is it located in?</u>		
Are there residential zones adjacent to the property where the sign is located? <i>(Chapter 19.02.080)</i>		

Comments: